

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, April 20, 2004**

The Brookings County Board of County Commissioners met in regular session on Tuesday, April 20, 2004, with the following members present: Deanna Santema, Dennis Falken, Don Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Robert Hill, Ted Eggebraaten, Larry Jensen, Wm. Mark Kratochvil, Todd Struwe, Mel Kloster, Rose Stee, Laurie Tangen, Alan Lanning, Koss Delfinis, John Andrews, and Brian Eclov.

Chairperson Deanna Santema called the meeting to order.

## **CONSENT AGENDA**

Chairperson Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the April 20, 2004 meeting and the minutes from the April 13, 2004 Commission Meeting. Welfare Matters: Case # 04-033 for rent was approved; Case # 04-038 for rent was denied; Case # 04-039 for utilities and rent was approved. Travel and Education Requests: Lionel Torgtrude to go to Fort Carson, Co. to be a member of the Demobilization Team for the National Guard 740<sup>th</sup> Transportation Unit.

## **ROUTINE BUSINESS**

Zoning & Drainage Director, Robert Hill met with the board to discuss the Department of Agriculture Classes, an upcoming GIS Conference, Zoning matters, and to distribute a map of Dairy, Swine, and Beef Units located in Brookings County.

Highway Superintendent, Ted Eggebraaten met with the board to discuss the Railroad crossing projects in Aurora, Elkton, and Volga. Be it noted, Chairperson Santema signed the previously approved County Purchase Agreements between Brookings County and the following vendors: KOCH Materials, Hanson Concrete Products, South Dakota Concrete Products, Bowes Construction Company, Jebro, Inc., and Huron Culvert & Tank.

Emergency Management Director, Todd Struwe met with the board to discuss a Storm Spotter Training Program, Drought Disaster Designation, and the CERT Program.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report. Bakken discussed Liability and Work Compensation Insurance concerns with the CERT program and distributed the 2004 County Board of Equalization Appointment Calendar and Minutes.

Weed and Pest Supervisor, Gary Heldt met with the board to discuss the Gopher Bounty Program, the Weed Board Meeting, and the Supervisor Training Program.

Commission Assistant/Personnel Director, Stephanie Vogel presented the board with the Commission Assistant/Personnel Director Report. Vogel updated the board on Personnel Items, the Spring Workshop, Research Methods Class, the Harvest Church Property, Correspondence, and Invitations. Vogel distributed supporting documents and maps on the upcoming West Nile Virus discussion. Be it noted, the board approved the Routine Personnel Action Notice for Justin Aschman. Be it noted, Chairperson Santema signed the "Core Service Agency" Support Document for East Central Mental Health.

### **REGULAR BUSINESS**

Extension Educators, Mel Kloster, Rose Stee, and Laurie Tangen met with the board to deliver the monthly Extension Report.

Emergency Management Director, Todd Struwe met with the board to discuss Automatic Supplements and the Pre-Disaster Mitigation Plan.

Motion by Larson, seconded by Klavetter, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$7,614.78; Reason: Program funding for DOJ/OJP Equipment - 2003 Part II Grant; Receipt # 87017: Line #22600X4296222. Roll call vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Motion by Negstad, seconded by Falken, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$5,723.00; Reason: Program funding for DOJ/OJP Equipment - 2002 Grant; Receipt # 87017: Line #22600X4296222. Roll call vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

Motion by Larson, seconded by Klavetter, to approve the proposed contract for the Man-Made Annex for the Pre-Disaster Mitigation Plan. The contract is between Brookings County and Robert W. Hill and is in the amount of \$3,600.00. Roll call vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

Motion by Falken, seconded by Larson, to approve and authorize Chairperson Santema to sign the Application from Qwest for Cable Occupancy in the County Right of Way of County Road # 5. Roll call vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

### **PUBLIC HEARING**

As scheduled, Chairperson Santema opened the Public Hearing at 10:00 am to consider a proposed Supplemental Budget for 2004. Chairperson Santema called for proponents and opponents. Chairperson Santema closed the Public Hearing. Motion by Falken, seconded by Larson to approve and authorize Chairperson Santema to sign Resolution #04-14. Roll call vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

# RESOLUTION # 04-15

WHEREAS the Brookings County board of County Commissioners did authorize the County Auditor to publish a notice of hearing for the consideration of a proposed supplemental budget, and

WHEREAS the time and place for consideration of such supplemental budget was given, and

WHEREAS the adoption of said proposed supplemental budget was duly considered by the Board of County Commissioners on the 20<sup>th</sup> day of April, 2004 at 10:00 a.m. in the County Commission Chambers in a regularly scheduled meeting and any objections having been made before said Board to the adoption of such supplemental budget.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners within and for the County of Brookings, State of South Dakota, that the following supplemental budget be, and the same is, hereby approved for the purpose of providing a budget to conduct the indispensable functions of government.

**FROM: 2004 Highway & Bridge Fund \$ 209,325.00 of unreserved fund balance.**

TO: Fund	Dept	Item	Amount
20100X4330311	Highway	Brookings County Road # 35	\$99,803.00
20100X4330311	Highway	Brookings County Road # 5	\$109,522.00

Dated this 20<sup>th</sup> day of April, 2004.

---

Chairperson Deanna Santema

---

Vice Chairperson Dennis Falken

---

Commissioner Donald Larson

---

Commissioner Mary Negstad

---

Commissioner Emil Klavetter

## **REGULAR BUSINESS**

Brookings City Manager, Alan Lanning met with the board to discuss the West Nile Virus and to distribute collection data and maps.

## **COMMISSIONER'S OPEN DISCUSSION**

Be it noted, the board discussed the Harvest Church Property, Brookings County space needs, Burn Ban, Rental Policies, Budget Process, Small Town Law Enforcement, Correspondence and Invitations.

## **EXECUTIVE SESSIONS**

Motion by Negstad, seconded by Klavetter, to go into executive session at 11:13am. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes. Commission Assistant/Personnel Director, Stephanie Vogel, was present during the Executive Session. Reason - Contractual and Personnel Matters. No action at this time. Chairperson Santema closed first executive session at 11:20am. Second executive session started at 11:21am. Commission Assistant/Personnel Director, Stephanie Vogel, Highway Superintendent, Ted Eggebraaten, Deputy Highway Superintendent, Larry Jensen, and Deputy State's Attorney, Wm. Mark Kratochvil were present during the Executive Session. Reason - Legal Matters. No action at this time. Chairperson Santema declared executive session over at 12:10pm.

## **ADJOURNMENT**

Chairperson Santema declared the meeting adjourned until 8:30am Tuesday, April 27, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

---

Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office